



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: July 22, 2016

Date of Meeting: August 18, 2016

Submitted by: Town Council Chairman Nancy

Harrington and Vice Chair Finlay Rothhaus

Department:

Time Required: 15 minutes

Speakers: Nancy Harrington

Background Info.

Supplied:

Yes: ☒ No: ☐

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:

☐

Recognition/Resignation/
Retirement:

☐

Public Hearing:

☐

Old Business:

☐

New Business:

☒

Consent Agenda:

☐

Nonpublic:

☐

Other:

☐

TITLE OF ITEM

Deliberation to Fill Town Council Vacancy

DESCRIPTION OF ITEM

The Town Council to deliberate and elect the individual to fill the vacancy on the Town Council until the April 2017 election, pursuant to Charter Article 4-5.

REFERENCE (IF KNOWN)

RSA:

Warrant Article:

Charter Article:

4-5

Town Meeting:

Other:

N/A

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:

☐

Grant Requirements:

☐

Easel:

☐

Joint Meeting:

☐

Special Seating:

☐

Other:

☐

Laptop:

☐

None:

☐

CONTACT INFORMATION

Name:

Nancy Harrington

Address

Phone Number

Email Address

nharrington@merrimacknh.gov

APPROVAL

Town Manager:

Yes ☐ No: ☐

Chair/Vice Chair:

Yes ☒ No: ☐



Town Council Interview Meeting Agenda

**Monday, August 8, 2016 at 5:45 PM
in the Memorial Room**

1. Explanation of interview procedure
2. Interview with **Paul Lagasse** will be conducted to fill the Town Council vacancy
3. Interview with **Thomas J. Mahon** will be conducted to fill the Town Council vacancy
4. Interview with **Donald Millek** will be conducted to fill the Town Council vacancy
5. Interview with **Daniel Ricker** will be conducted to fill the Town Council vacancy
6. Interview with **Kathleen Stroud** will be conducted to fill the Town Council vacancy
7. Review of procedure to fill the open Town Council position at the August 18, 2016, Town Council meeting
8. Adjourn

Posted: August 4, 2016

R E C E I V E D

JUL 27 2016

TOWN OF MERRIMACK
TOWN COUNCIL'S OFFICE

6 Brewster St
Merrimack, NH 03054
413-668-4851

Town of Merrimack
Attn: Town Council Vacancy
6 Baboosic Lake Road
Merrimack, NH 03054

I am interested in filling the vacancy in the town council which I heard about in the Merrimack Patch. I have lived in Merrimack since August 2012 and am a registered voter having voted in several of the past election cycles. I believe that I have some of the qualifications the town could benefit from including

- Significant experience in the healthcare consulting area for United Healthcare where I work with clients on both the payer and provider side to assess contracts, performance and benefits.
- I am a Board Member for Community Enterprises which is a not for profit organization that provides training for persons with disabilities so that they can join the working community with skills that are needed.
- In the past I have been on the Conservation Commission for the Town of Agawam where I served almost 10 years
- I am familiar with budget processes and IT issues and as the Director of IT for a large organization had responsibility for an \$8 Million dollar capital budget and 40 technical staff
- We have participated in the Town of Merrimack's baseball, soccer and basketball programs and are members of the YMCA where we "try" to exercise regularly

I am willing and able to participate at meetings as well as other duties and functions as necessary. While I cannot make the dates to interview 8/8, 8/9 that were mentioned in the article, as I am on vacation, I could do the following week if you are interested in me for the position.

Thanks for the consideration



Paul Lagasse

Becky Thompson

Subject: FW: Letter of Interest re Council Vacancy
Attachments: TMahon_Resume 2016.doc

From: Tom Mahon [<mailto:tjmahon@comcast.net>]
Sent: Wednesday, July 27, 2016 1:53 PM
To: Town Council <TownCouncil@merrimacknh.gov>
Cc: 'Eileen Cabanel' <ecabanel@merrimacknh.gov>; 'bthompson@merrimacknh.gove' <bthompson@merrimacknh.gove>
Subject: Letter of Interest re Council Vacancy

To the Honorable Chair and Council Members:

This is the express my interest in filling the vacancy recently created by the resignation of Councilor Vallencourt. When I chose not to seek reelection in April I expressed my desire to take a break from elected office. I notice that the issues facing the council have only abated with the "cancellation" of the NED pipeline. I would be honored to rejoin the council and continue the work it has undertaken.

I have attached my resume for your reference.

Thank you for your consideration.

Sincerely,



Thomas J Mahon

R E C E I V E D

JUL 25 2016

TOWN OF MERRIMACK
TOWN COUNCIL'S OFFICE

Donald F Millek
5 Owls Court
Merrimack, NH 03054
603-930-0031

July 25th, 2016

Town of Merrimack
ATTN: Town Council Vacancy
6 Baboosic Lake Road
Merrimack, NH 03054

This is a letter of interest for serving the remaining term of the vacant councilor seat.

I have been a resident of Merrimack for 18 years and I am retired which gives me time to devote to the duties of councilor.

My current position as President of Ravenscroft Association has given me the opportunity to work with my Board of Directors to implement solutions to problems presented by the homeowners. I also have the need to work with Merrimack police and Fire, Merrimack water authority and the vendors providing services to our Association.

My business background includes being a plant manager as well as Chief Financial Officer of manufacturing companies for past 40 years. This business experience was all for profit companies some private and some publicly traded companies.

I am a graduate of the University of Dayton in business administration, a Masters in Economics from the University of Notre Dame and three years service in the United States Marine Corps with promotion to the rank of captain.

If you feel I am a good fit, I look forward to working with the town Council.

Very truly yours,



Donald F. Millek

August 3, 2016

Daniel Ricker
12 Merrill Rd
Merrimack NH
978-317-7320
Dan.ricker1@gmail.com

R E C E I V E D

AUG 03 2016

TOWN OF MERRIMACK
TOWN COUNCIL'S OFFICE

Letter of Intent for the position of City Council Member – At Large

Dear Town Council Members and Town Manager

I would like to take the opportunity to apply for the position of Town Council Member – At Large, for the Town of Merrimack, NH. I have lived in Merrimack with my wife and two young children for the past 6 years and have seen many positive changes within the community. My family and I are very active in the community, partaking in exciting events the town has to offer, participating in the MYA program and shopping at local businesses. We frequent the outdoor spaces throughout the town and truly love the small town feeling Merrimack offers. Merrimack is our home and I want to serve my community to the best of my ability.

I have served on the Merrimack Parks and Recreation committee for 2 years. In those 2 years, I was involved with many projects and improvements to the Parks and Recreation program. Projects included: credit card camp purchases, rental agreement of Wasserman Park Function Hall, dog park funding initiative and Wasserman Park Camp building improvements. This has given me the platform to voice my opinion and vote with conviction. Being a member on the Parks and Recreation committee paved the way for me to realize that there is so much more I can do for my town at the Town Council Level.

I am an honest, compassionate, energetic and ethical individual who believes in public service, God and country. Being a member of the Town Council will give me the opportunity to continually make Merrimack a safe and productive place to live. I believe that serving the citizens of Merrimack is a very important position. I trust citizens not only want to be heard, but feel confident that their concerns don't fall on deaf ears. If selected to the Town Council, I will strive to help Merrimack continue to move forward towards the future by listening to concerns of the citizens and working with other Town Council members to decide on the direction of our town's future.

Thank You

Daniel Ricker

R E C E I V E D

AUG 03 2016

TOWN OF MERRIMACK
TOWN COUNCIL'S OFFICE

August 2, 2016

Merrimack Town Council
6 Baboosic Lake Rd.
Merrimack, New Hampshire 03054

Dear Town Council members,

My name is Kathleen Stroud and I wish to be considered for the vacancy on the Merrimack Town Council.

Originally from Long Island, New York, I have been a New Hampshire resident since 1987 and a Merrimack resident since 2004.

I am a retired air traffic controller, having spent the majority of my career at the Air Route Traffic Control Center in Nashua.

I served two terms as a Merrimack representative in the New Hampshire State House, from 2011 through 2014. My committee assignment was Municipal and County Government. During my service on this committee I worked closely with our Police and Fire Departments, and with the Office of the Town Clerk. I also presented new legislation and updates to the Town Council.

I am a graduate of the Merrimack Citizens Police Academy and serve as a Ballot Inspector.

Due to a prior commitment, I will be unable to interview on August 9th; but I look forward to meeting with the Town Council on the 8th.

Thank you for your time.

Kathleen Stroud

Hon. Kathleen Stroud
38 McQuestion Rd.
Merrimack, New Hampshire 03054
424-0025 Stroudnyrfan@aol.com

FOR IMMEDIATE RELEASE

Contact: Town Manager's Office

Phone: 424-2331



Merrimack Town Council

MERRIMACK, NH – (July 22, 2016) - The Town of Merrimack is seeking applicants interested in serving on the Merrimack Town Council until the vote in April 2017 in order to fill the vacancy left by the resignation of Jody Vaillancourt. The Town Council is the governing board for the Town of Merrimack. It is made up of seven members who are elected from the Town at large for three (3) year staggered terms. All members take office following certification of their election and after being duly sworn in, and hold office until successors are duly elected and certified.

The Town Charter states that the Council shall have all the powers conferred upon and discharge all the duties imposed upon town councils, town meetings, boards of mayor and aldermen, and selectmen of towns by law except the adoption of a Town Budget. The Town Council shall set policies for Town government and shall bear full responsibility for the implementation of said policies through the hiring and supervision of the Town Manager.

All officers and members of all boards, commissions and committees, and vacancies thereto are appointed by the Council from among Town residents unless otherwise stated in the Town Charter.

As required by the Town Charter, the Council shall establish rules for its proceedings including but not limited to recording of votes, posting and amending of agendas, and such parliamentary and other meeting procedures not inconsistent with the Charter.

The Council currently meets on the second and fourth Thursday evenings of every month and occasionally more often when necessary. Qualifications include: a registered voter, must have been a resident domiciled in Merrimack for at least one (1) year, knowledge of the community, ability to work well with others, and a willingness to devote time and effort to the duties of Councilor. More information can be found in Article IV of the Merrimack Town Charter.

If you are interested in applying for the position, please submit a letter of interest by **4:30 PM on Wednesday, August 3, 2016**, which includes your qualifications, personal characteristics, length of residency, previous positions held, and experience related to this position to:

Town of Merrimack
Attn: Town Council Vacancy
6 Baboosic Lake Road
Merrimack, NH 03054

Interviews will be held on Monday, August 8 & Tuesday, August 9

For more information on the Merrimack Town Council, please contact the Town Manager's office at 424-2331.

-END-

1. Changes to Chapter 193, Welfare Guidelines [Final Reading]

Submitted by Welfare Administrator Patricia Murphy

The Town Council to consider the recommended changes to Chapter 193 – Welfare Guidelines of the Merrimack Town Code, pursuant to Charter Article V, Section 5-4.

MOTION made by Councilor Boyd and seconded by Councilor Mahon to move the Consent Agenda. MOTION CARRIED 6-0-0

New Business

1. Declaration of Town Council Vacancy

Submitted by Town Council Vice Chair Nancy Harrington

The Town Council to officially declare the vacancy left by the passing of David G. Yakuboff, Sr., pursuant to Charter Article 4-5.

MOTION made by Councilor Mahon and seconded by Councilor Dwyer that the Town Council declare a vacancy on the Council, pursuant to Charter Article 4-5

ON THE QUESTION

Councilor Mahon noted the Charter calls for the vacancy to be declared, and that the Vice Chairman assumes the position of Chairman.

MOTION CARRIED 6-0-0

Chairman Harrington noted the Charter does not include language specifying a procedure for filling the vacancy. A procedure, which has been utilized in the past calls for interested parties to submit a letter stating such interest to the Town Manager. Letters would have to be *received* no later than close of business on July 10, 2014. Those expressing interest would be interviewed by the Council on July 14, 2014 and July 15, 2014 dependent upon the number of applicants coming forward. During the meeting of July 17th, the Council would conduct a vote on who should fill the vacancy.

Chairman Harrington questioned the will of the Council with regard to the proposed procedure.

MOTION made by Councilor Mahon and seconded by Councilor Boyd to adopt the procedure for filling the vacancy, as stated

ON THE QUESTION

Town Manager Cabanel noted it is the requirement for the vacancy to be filled within the 20-day timeframe that has necessitated the moving of the previously scheduled July 24th meeting date to July 17th.

Councilor Dwyer remarked as someone who has lived through this procedure twice, he is of the opinion when an individual places his/her name on the ballot it involves a great deal of work and courage. In the case of a required appointment, he finds it less subjective to review the prior year's

ballot, and if an individual who appeared on that ballot and came in 2nd, 3rd, 4th, etc. were interested, he would be very interested in receiving a letter of interest from such an individual. He noted he has spoken with Lenette Peterson, who does intend on submitting a letter of interest, and stated his intent to support her nomination, as the only runner-up for the position in the previous election. He spoke of his personal experiences with similar appointment processes, and noted he does not believe the proposed process to be flawed. However, he intends to utilize his choice to look to the ballot believing the citizenry supported that individual, which makes it easier for him to come to a decision.

Councilor Mahon commented the other way to view the results of the ballot is that the voters selected individuals other than those who were not successful in their attempts. He stated the Council would be looking for an individual it believes to be a well-qualified candidate. He remarked it is an opportunity for residents to come forward, and he is hopeful that will be the case.

Chairman Harrington noted whoever is appointed would remain on the Council until the April 2015 election. The successful candidate from that election would serve until April 2016. The successful candidate from the 2016 election would serve a three-year term.

Councilor Koenig stated his belief it is important and imperative that members of the Town Council, who are elected by the Town members to represent the Town, take that responsibility to make the best and proper choice to fill that vacancy. It is the duty and responsibility of the Council to do so. He stated his desire to wait until interested parties are known to make the decision on the best and most qualified candidate.

Councilor Rothhaus remarked it is difficult to understand what the results of the election indicate. He stated his opinion the proposed process is appropriate. Councilor Dwyer commented, for him, looking to the ballot makes a decision less subjective. He reiterated he does not find the system to be flawed in any way.

Town Manager Cabanel noted all individuals interested in serving in this capacity are encouraged to apply.

MOTION CARRIED 6-0-0

2. Eagle Scout Project Proposal

Submitted by Life Scout Evan Petrie

Life Scout Evan Petrie is looking for Town Council approval of his proposed Eagle Scout project which entails the construction of (2) bridges within Grater Woods.

Life Scout Evan Petrie informed the Council the proposed project is for the construction of two bridges (20' x 3') in Grater Woods. Completion is anticipated in July/August.

He provided a photo of a bridge constructed by the Grater Woods Sub-Committee noting the proposed bridges would be similar in design. The bridges would be constructed near the entrance to Beebe Lane (Drilled Rock Trail). The trail would be diverted leading to two bridges connected end-to-end with a center support in the middle.